

## Rule 1.11

### SERVICE OF PAPERS GENERALLY

- (a) **Service.** Service is subject to K.S.A. 60-205.
- (b) **Service by Electronic Means.** A party agrees to service by electronic means under K.S.A. 60-205(b)(2)(F) when an attorney who is a registered electronic filing user enters an appearance on behalf of the party.
  - (1) After a document has been approved by the clerk of the appellate courts, the electronic filing system generates a “Notice of Electronic Filing” available to registered case participants who have enrolled in the electronic filing system.
  - (2) Transmission of the “Notice of Electronic Filing” to a registered attorney appearing as a case participant on behalf of a party is an acceptable form of service by electronic means.
- (c) **Certificate of Service.** When service is required, a certificate of service must be included as the last page of the document filed with the appellate courts. The certificate of service must include the manner in which service was made, must comply with the signature requirements as set forth in Supreme Court Rule 1.12, and must comply with subsection (d)(2) when applicable.
- (d) **Date of Service.** The following provisions apply to the date of service:
  - (1) if service is obtained by the transmission of the “Notice of Electronic Filing” under subsection (b)(2), the date of service is the date reflected in the file stamp on the document; or
  - (2) if service is obtained in a manner other than transmission of the “Notice of Electronic Filing,” the certificate of service must also state the date on which service was made.

**[History:** New rule effective December 19, 2016.]